

Cloud County Community College

BOARD OF TRUSTEES

August 22, 2023

Present: Bruce Graham, Dave Garnas, Amber Hanson, Richard Hubert, Jesse Pounds, President Amber Knoettgen, Dr. Brandon Galm, Caesar Wood, Brandt Hutchinson and Samantha Pounds – Board Clerk.

Others Present:

Justin Ferrell – Attorney, Toby Nosker – KNCK, Jim Lowell – Blade Empire, Chris Wilson, Jennifer Zabokrtsky, Matt Bechard, Stefanie Perret, Jessica LeDuc, Heather Gennette, Jeffrey Metzler, Chris Jones, Tonja Bisnette, Kevin Pounds, Julia Burr-Roveti, Stephanie Downie, Tom Roberts, Cindy Lamberty, Brent Phillips, Carleen Nordell, and Matt Lemair – McCownGordon.

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- I. The meeting was called to order by Chairman Jesse Pounds at **5:00** pm in Room 257 of the President’s Addition.
 - II. **Pledge of Allegiance**
 - III. **Adoption of the Agenda** – Bruce Graham moved and Dave Garnas seconded to adopt the amended agenda to remove the Coordinator of Residence Life due to not being available and to include the Waiver of Policies on Alcohol on Campus – KACC Dinner under Action Items. Motion passed.
 - IV. **Guest Comments:** None
 - V. **Introductions and Highlights:** None
 - VI. **Consent Agenda** – Bruce Graham moved and Richard Hubert seconded to approve the Consent Agenda which includes the minutes of the June 25, 2023 regular board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Contract Renewal Recommendation – Scott Nikolai. Motion passed.
 - VII. **Reports:**

- A. President - Amber Knoettgen** – Opened her report with the mission statement and guiding values. She reminded us of the role and impact the College has within the community. She highlighted a lot of the first weeks exciting events.
- 1) *Legislative Updates* – Cloud is hosting the Kansas Association of Community Colleges (KACC) meeting this Friday, August 25th and Saturday, August 26th.
 - 2) *Marketing* – T-Bird Talk began last Thursday at Easy G's and it will continue every week at 5:30 pm. In the last seven days, Cloud has reached 54,300 people through Facebook.
 - 3) *Foundation* – The Foundation is preparing for several events this fall. The first will be the President's Social held on September 16th from 5:00-10:00 pm at the Broadway Plaza. This will be a community event to recognize the generous donors who give to CCCC. There will be yard games, activities, food trucks, and live music. The Foundation is also preparing for the annual audit, the new scholarship award cycle, and a regular board meeting that will be held on September 19th.
 - 4) *Athletics* – It's full force with athletics now that students are back on campus. We are so happy to have our students attending games. Volleyball opened their 2023 season this past weekend with four games in Nebraska, going 3-1 with all three victories coming by sweep. The T-Birds hosted their home opener on Monday evening against Bethany JV and have another home game tonight at 6:30 pm before playing four games in Norfolk, NE this weekend. The Cross-Country teams are conducting preseason practices ahead of their 2023 season opening meet on Friday, September 1st when they run in the 2023 Terry Masterson Twilight Classic hosted by Hutchinson Community College. T-Bird booster club memberships are now being accepted for the 2023-2024 athletics year. All sign-up forms received by Friday, September 22nd will be eligible for chair back seating at home basketball games based on donation level and a variety of other benefits. Anyone with questions can contact Athletic Director Matt Bechard or Assistant Athletic Director Madi Odette in the athletic office.
- B. Interim Vice President for Academic Affairs - Dr. Brandon Galm**
- 1) First started by welcoming our newest instructors and introducing them to the Board of Trustees: Julia Burr Roveti, English/Speech/Theatre; Christopher Jones, Psychology; Tonja Bisnette, Early Childhood Education; and Jeffrey Metzler, Nursing. Danae Buschkoetter, Welding, is also another one of our newest instructors but she was unable to attend. We are very excited to have them on campus. A 2023 graduate, Anna Barta, was one of only 10 community college students in the country to recently participate in an internship at Old Dominion University's Department of Chemistry and Biochemistry Research Experience for Undergraduates. Ms. Barta served as

the primary author on her team's research, and the report and poster are attached to the end of my report. Vince Iskason had some great things to say about Anna's work. It's incredible to hear the amazing things happening at Cloud.

- 2) Brandt Hutchinson and Brandon attended the Town Hall with US Congressman Mann on August 1st with Rob Zima and Jeffrey Metzler also in attendance. Simple Syllabus training sessions were held on August 10th. The syllabi have been implemented, and Brandon plans to check in with faculty at the first meeting in September to see if they ran into any issues or have feedback. Thanks to Cindy Lamberty, Amanda Strait, and Tom Roberts for their help in getting it ready for faculty, and to all faculty for their patience and efforts in getting them completed before classes start. Julia Burr-Roveti plans to direct a Steve Martin one-act titled *Picasso at the Lapin Agile*. There are 11 roles to cast and auditions will be held next week on Tuesday, August 29th and Wednesday, August 30th, in Cook Theatre, and the production is slated for November 17th-19th.
- 3) Cindy Lamberty and Brandon led a workshop session for all interested faculty in generative AI (ChatGPT, for example) to help them understand the issue better. We covered some best practices, had them evaluate some examples, and discussed approaches to dealing with AI use in the classroom. This includes incorporating it into lessons, how to handle students suspected of using AI to complete assignments and showing students ethical ways to utilize AI.

C. Vice President for Administrative Services – Caesar Wood

- 1) *Finance/Reports Updates* – The FY 2024 budgets have been sent to all budget managers and we have notified the county clerk of our intent to exceed the RNR. There is a recommendation to approve the publishing of the RNR and budget hearing tonight. There is a copy of the 2023-2024 budget in your packet tonight for review for the meeting on September 5th, 2023, at 5:00 pm. The auditors will be here on campus on September 11th, 2023, to complete the annual audit.
- 2) *Children's Center* – There will be a tour of the Children's Center with the President's from KACCT on Friday, August 25th.
- 3) *Information Technology* – IT staff have been working to get classrooms ready for the start of classes at Concordia and the Geary County campuses. The IT team is also working on cyber security assessments and software updates.
- 4) *Housing* – There are 276 students living on-campus and our capacity is 300, so we are at 92% for the fall semester. Buildings 12 and 13 project were completed on July 31st and passed inspection on August 9th. Move-in day

occurred on Sunday, August 13th and we had numerous faculty and staff help to welcome students. Huge thank you to those who helped on move-in day.

- 5) *Bookstore* – The bookstore has been busy selling new merchandise in the first 2 weeks of August, and we will continue to push for increased sales this year. We have a 96.8% opt-in rate for E-books as of August 21st.
- 6) *Cafeteria* – The cafeteria started regular food operation on August 14th and the Sunday buffet will start Sunday, September 10th, which is open to the public. The buffet will go from 11:00 am-1:00 pm. The welcome back to school barbeque happened on Thursday, August 17th and we served 240 students.
- 7) *Facilities Updates* – There have been numerous projects completed this summer. Thank you to Connie Ingle, Rex Sicard, Brad Avery, Mike Collins, Bob LeDuc, and the rest of the Custodial Staff for helping get the college ready for the first week of school.
- 8) *Technical Education and Innovation Center Update* – Matt LeMair from McCownGordon gave the board an update on the project. Mass grading, earth work, site utilities, and underground work are complete. They are 75% complete with concrete slabs. He shared that the project is approximately 34% complete with our substantial completion date still on July 17th, 2024.

D. Vice President for Student Services – Brandt Hutchinson

- 1) *Admissions* - Coordinated Tuberculosis (TB) testing with the health department for students and has partnered with the athletic department to monitor international student insurance. Admissions Counselors will begin communicating with scheduling high school visits in the next two weeks once school gets settled in.
- 2) *Financial Aid* – Has been processing student financial aid files and awarding aid to students. They are working with IT to finalize the KSPSD report and gathering information for auditors and have been assisting students with the financial aid process.
- 3) *Student Records* – There have been 34 Summer certificates conferred, 16 Summer degrees conferred, and 415 transcript requests processed in the last month.
- 4) *Advising* – Recently hosted Dual Credit Orientations on campus for Concordia High School with 27 students in attendance and Clifton-Clyde High School with 12 students in attendance. New Student Orientation was held on August 15th. Thor 44 is in full swing with last weeks events including PlayFair, Class Tours, Slip N’ Slide, Back to School BBQ, and Waffle Night. 500 students engaged last week compared to approximately 115 students last year.
- 5) *Mental Health* – CARES team will be meeting weekly starting next Wednesday. Aubrey Anderson has been working from home to complete

student accommodations while she plans to return to campus on September 5th. We currently have 12 students enrolled in Bettermynd which is our online therapy platform available to students.

- 6) *Title IX* – Brandt met with the transition team to prepare for Title IX presentations to residence assistants, faculty, staff, adjunct faculty, and student orientation for both campuses.

E. Meetings the Board Members attended

- 1) Dave Garnas attended the Community Foundation for Cloud County Grants Committee meeting, OAC meeting for the Technical Education and Innovation Center, and the Rezoning meeting this month.
- 2) Amber Hanson attended the Community Retreat for USD333 meeting this month.
- 3) Bruce Graham attended the Negotiations meeting and a NextEra meeting this month.
- 4) Richard Hubert attended the Cloud County Commission meeting, Concordia Senior Center meeting, Miltonvale Senior Center meeting, and the Glasco Senior Center meeting this month.
- 5) Jesse Pounds attended Pros of Con and CloudCorp meetings this month.

VIII. Discussion Items: None

IX. Action Items

A. Authorize Publishing the Notice of RNR Hearing and Public Hearing

Richard Hubert moved and Dave Garnas seconded to authorize publication of the Notice of RNR Hearing and Notice of Public Hearing for the 2023-2024 certified budget, with the hearings scheduled for Tuesday, September 5th, 2023 at 5:00 pm and 5:20 pm in room 257 in the President’s Addition at Cloud County Community College, Concordia Campus. Motion passed.

B. Approval of Security Cameras for the Technical Education and Innovation Center

Bruce Graham moved and Amber Hanson seconded to approve the purchase from American Digital Security in the amount of \$73,715.53 and authorize payment from Fund 63 – Building Fund. Motion passed.

C. Approval of Network Switches for the Technical Education and Innovation Center

Richard Hubert moved and Dave Garnas seconded to approve the bid from IT Outlet, Inc. in the amount of \$44,936.80 and authorize payment from Fund 63 – Building Fund. Motion passed.

D. Waiver of Policies on Alcohol on Campus – KACC Dinner

Bruce Graham moved and Amber Hanson seconded to waive Policies C7 and E4 to allow the consumption of alcoholic liquor in the President's Addition at Cloud County Community College on August 25th for the Kansas Association of Community Colleges (KACC) Dinner. Motion passed.

X. Other: None

XI. Executive Session

A. Negotiations

Bruce Graham moved and Richard Hubert seconded to recess into executive session for 10 minutes with the 5 Board members, Amber Knoettgen, Brandon Galm, Caesar Wood, Brandt Hutchinson, Chris Wilson, and Justin Ferrell to discuss negotiations in order to protect the public interest in negotiating fair and equitable contract, and that we return to open session in this room at 6:02 pm. Motion passed. No action taken.

XII. Adjournment

Dave Garnas moved and Richard Hubert seconded to adjourn the meeting at 6:03 pm. Motion passed.

Samantha Pounds, Clerk of the Board
Cloud County Community College
Board of Trustees